

**APPROVED
MINUTES
BOARD OF FINANCE
May 14, 2020**

CALL TO ORDER

The Chairman called the Board of Finance virtual meeting to order at 7:00 p.m. via Zoom. All joined in the Pledge of Allegiance.

PUBLIC COMMENT

There was no public comment.

ATTENDANCE

Present

Michael Barker
Elaine Hammers
Marty Isaac
Lainie McHugh
Steve Choi
Paul Timpanelli
Vincent DeGennaro – Alternate
Marc Mascola – Alternate
Christine El Eris – Alternate

Absent

Also present:

Vicki Tesoro, First Selectman; Maria Pires, Director of Finance; Daniel Schopick, Esq., Town Attorney; Kathleen McGannon, Chief Administrative Officer; Cynthia Katske, Chief Administrative Officer; Therese Keegan, Auditor; Rina Bakalar, Economic and Community Development Director; George Estrada, Public Works Director; Joseph Fasi, Esq., Bond Counsel; William Maurer, Town Engineer; Dayanara Aviles, Public Works Comptroller; Raymond Baldwin, Chairman - Trumbull Veterans & First Responders Building Committee; Lori Hayes-O'Brien, Chairman - Community Facilities Building Committee; Dmitri Paris, Park Superintendent; Leigh Goodman, EMS Director; Mary Beth Thornton, Town Council Chairman; Tom Baldwin, General Foreman.

TOWN TREASURER'S REPORT – Anthony Musto

Attorney Musto was unable to attend the meeting; however, he submitted his report and there was no discussion.

AUDITOR'S REPORT – Therese Keegan

Ms. Keegan reviewed her proposed Audit Plan for 2021 with the Board of Finance. In addition, a review of the Special Agency accounts and the updated energy audit was discussed. The Chair indicated the Special Agency accounts and the Public Works Department would be priorities. The audit plan will be reviewed with a time line at the June 2020 meeting to begin July 1, 2020.

05-20-01 - BOND RESOLUTION – Board of Education

Mr. Timpanelli moved, seconded by Mr. Barker, to read the title of the resolution in its entirety and to waive the reading of the remainder of the resolution, incorporating its full text into the minutes of this meeting.

Vote: 6-0-0 motion carries

Mr. Timpanelli moved, seconded by Mr. Barker, to adopt the resolution as introduced.

Mr. Maurer indicated the retention pond located on the right side of Madison Middle School is needed to keep the water from overflowing onto the property below the pond and flooding the homes there.

Mr. Timpanelli moved to remove \$30,000 for the bus garage reducing the Bond request to \$1,172,000.

Mr. Barker asked what the timeline would be for the complete remediation of the asbestos removal. Since no one was present from the Board of Education, Mr. Estrada spoke to the reduction of funds for asbestos removal in the CIP. He indicated that it is considered incremental by the Board of Education because it is done only when school is out for the summer.

The Chair called for a motion to amend reading of the resolution amount on the script from \$1,205,000 to \$1,202,000. Mr. Isaac moved, seconded by Mr. Barker, to amend the resolution amount read from the script from \$1,205,000 to \$1,202,000.

The Chairman called the vote:

	<u>Aye</u>	<u>Nay</u>
Elaine Hammers	x	
Steve Choi	x	
Marty Isaac	x	
Paul Timpanelli	x	
Michael Barker	x	
Lainie McHugh	x	

Vote: 6-0-0 motion carries to amend the amount on the floor to \$1,202,000.

The Chair asked for discussion regarding the motion on the floor to remove \$30,000 for the bus garage. The First Selectman noted that this item was removed from the CIP.

Ms. Hammers then noted that since the schools have been closed in March the asbestos removal could be completed without the constraint of summer recess.

It was noted that no one was present from the Board of Education to address this issue; however, Mr. Estrada indicated that based upon what he heard from the Board of Ed while they were developing their plan there would be a window where it would be possible if they had sufficient resources.

It was noted that there are additional asbestos removal funds in the CIP for future years, and perhaps it would be possible to accelerate the process and possibly increase the Bond to cover the expense now. Mr. Estrada noted that it could work for the Town's favor since the containment is the most expensive part and it would be adjacent to another removal project.

Attorney Fasi indicated the amount of the Bond could not be increased above the Agenda amount of \$1,202,000.

Mr. Isaac mentioned the \$30,000 that was in the Bond for the garage, which had been removed from the plan remain in the Bond for the asbestos removal. This would mean Mr. Timpanelli would need to withdraw his motion.

Mr. Timpanelli withdrew his motion to remove \$30,000 for a bus garage and reduce the Bond request to \$1,172,000.

The Chairman called the vote:

	<u>Aye</u>	<u>Nay</u>
Elaine Hammers	x	
Steve Choi	x	
Marty Isaac	x	
Paul Timpanelli	x	
Michael Barker	x	
Lainie McHugh	x	

The motion passes. The resolution is adopted.

05-20-02 - BOND RESOLUTION –Town of Trumbull

Mr. Isaac moved, seconded by Mr. Barker, to read the title of the resolution in its entirety and to waive the reading of the remainder of the resolution, incorporating its full text into the minutes of this meeting.

The Chairman called the vote:

	<u>Aye</u>	<u>Nay</u>
Elaine Hammers	x	
Steve Choi	x	
Marty Isaac	x	
Paul Timpanelli	x	
Michael Barker	x	
Lainie McHugh	x	

Vote: 6-0-0 motion carries

Mr. Timpanelli moved, seconded by Mr. Barker, to adopt the resolution as introduced.

Mr. Timpanelli moved, seconded by Mr. Isaac, to reduce the Aquatics Committee request by \$150,000 and the Senior Center Committee request by \$150,000, reducing the Bond total \$300,000 to \$7,332,000.

The First Selectman noted that the paving amount has been reduced from \$5 million to \$3.5 million.

Mr. Paris indicated the Helen Plumb building needs a furnace and all equipment in the building needs to be repaired; nothing has been done there in the last 20 years.

Ms. Bakalar, Director of Economic and Community Development spoke to the design cost for the Veteran's center remaining in the budget. The building is being funded by grants and the project needs to be shovel ready; therefore, the Town is investing upfront by having it shovel ready in order to obtain the Grants. The building will also serve as a first response training center.

Mr. Parks indicated that nothing has ever been done to the sidewalks and \$100,000 will not cover all that needs to be done; it will be an annual expense. The renovations at Tashua pool include filter hose issues and underground breaks. We were barely able to get it opened last year. This is the best time of year to make repairs, prior to opening.

Mr. Parks indicated the Indian Ledge Park road is used as a DWP roadway through the park; the actual paving is crumbling. There are no start and stop places to do the paving in stages. Mr. Maurer indicated the first stage is the most important and you can't just do a part of it due to safety issues and the public.

Ms. O'Brien indicated the Senior Center is still in disrepair and a new Senior Center would also function as a Community Center.

Mr. Timpanelli indicated he wants to see the fundraising plan that Ms. Bakalar has prepared presented at the next Board of Finance meeting. He did not recommend the reduction for the Veteran's building due to the fundraising plans that will pay for the actual construction.

The Chairman called the vote on the amended Bond amount:

	<u>Aye</u>	<u>Nay</u>
Elaine Hammers	x	
Steve Choi	x	
Marty Isaac	x	
Paul Timpanelli	x	
Michael Barker	x	
Lainie McHugh	x	

Vote: 6-0-0 motion carries to amend the amount from \$7,632,000.to \$7,332,000.

The Chairman called the vote:

	<u>Aye</u>	<u>Nay</u>
Elaine Hammers	x	
Steve Choi	x	
Marty Isaac	x	
Paul Timpanelli	x	
Michael Barker	x	
Lainie McHugh	x	

Vote: 6-0-0 motion carries. The resolution is adopted.

BUDGET TO ACTUAL REPORT

Ms. Pires presented the budget to actual report and cited the following:

- Salaries are at 84%; this includes a payout for a retirement.
- Technology is at 98% and is encumbered for \$42,000.
- Workers Compensation has \$100,000 left with 3 months to go; however, there is a FICA surplus to cover.
- 124% represents actuarial and legal advice and over budget due to several Pension issues that need to be resolved.
- Police overtime is over; however, there is also enough in salaries to cover.
- All Contracts are encumbered including the Bridgeport Transit that we pay once a year.
- All covid expenses \$315,000 – FEMA will reimburse up to 75%; OPM indicated up to 100% for volunteers at EMS and Senior Center for sanitizing, cleaning, and IT equipment.

FUND BALANCE

- The mall is disputing taxes so that amount is included in the shortfall.

APPROVAL OF MINUTES – April 20, 2020

Mr. Timpanelli moved, seconded by Mr. Barker, to approved the April 20, 2020 Minutes, as presented.

Vote: 5-0-1 (Abstained: Hammers)

APPROVAL OF MINUTES – February 13, 2020

Mr. Timpanelli moved, seconded by Ms. Hammer, to approved the February 13, 2020 Minutes, as presented.

Vote: 5-0-1 (Abstained: Barker)

ADJOURNMENT

Mr. Barker moved, seconded by Ms. Hammers, to adjourn the meeting at 9:10.

Vote: 6-0-0

Respectfully submitted

Phyllis C. Collier, Board of Finance Clerk